



**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2012 - JUNE 30, 2013
Deadline: July 12, 2013**

COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
2013 JUL 10 PM 2 50

THOMAS A. DEBIVOTA
CLERK OF THE BOARD
OF SUPERVISORS

1. DEPARTMENT INFORMATION:

Department: Health & Human Services Agency - North Coastal & North Inland Regions
Division/Unit: North Coastal Family Resource Center (NCFRC)

2. VOLUNTEER PROGRAM BENEFITS:

a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc).

No. of Vol.	2	Hours	140	X	\$22.14	=	\$3,101.81 \$1,309.60
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Types of work performed by GENERAL VOLUNTEERS in this category:

Updated MC-180 Logs for 2010, 2011 and 2012, gathering input from multiple folders. Prepared over 200 Accuracy Tool-Wrap-up Reminder Cards/preparing layout, printing, cutting and laminating updated building key log and created key checkout log.

b. INSTITUTIONAL VOLUNTEERS (this section should include honor camp inmates, PIC/RETC, GAIN, etc.)

No. of Vol.	22	Hours	3,065	X	\$22.14	=	\$67,856.89 \$67,859.10
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

Assembled recertification, welcome and application packets, emptied recycle bins, sorted mail, filed homeless mail, made copies, gave out receipts to clients.

c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.)

Position	Hours	X	VCL	=	Dollar Benefit
N/A					\$0.00

No. of Vol.	Total Hours	0	Total Value =	\$0.00
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a.	<u>2</u> ¹ ^(vm)	<u>136</u>	<u>\$3,099.60</u>
2b.	<u>22</u> ¹⁹ ^(vm)	<u>2,696</u>	<u>\$3,101.81</u>
2c.			
Total Vol.	24 ²⁰	2,832	\$70,958.70

3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: N/A Value: _____

TOTAL VALUE = \$0.00

4. VOLUNTEER PROGRAM COSTS:

a. Cost of supervision of volunteers (total hours of direct supervision multiplied by the hourly rate of staff person (s) directly supervising program volunteers.)

Hours 44 X Rate \$18.94 = \$833.36

b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)

Hours 22 X Rate \$21.63 = \$475.86

c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
TOTAL OF OTHER PROGRAM COSTS	<u>\$0.00</u>
d. TOTAL OF VOLUNTEER PROGRAM COST (add 4a, 4b, and 4c)	<u>\$1,309.22</u>

5. **NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	<u>\$70,958.70</u>
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	<u>\$0.00</u>
c. Subtract Total of Program Costs, Item 4d (Page 3)	<u>\$1,309.22</u>

TOTAL PROGRAM BENEFIT

\$69,649.48

6. **RECRUITING:**

Please describe your recruiting programs:

Referral from Rescare, Arbor Employment & Training, Meeting with Work Experience Case Manager - monthly work experience report completed and sent to Work Experience Manager at Rescare Office.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2013-14:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

HHSA/North Coastal FRC's goal is to continue to provide work experience for customers who are seeking clerical experience to prepare them for employment.

9. **GENERAL INFORMATION:**

Name of person completing report: Elvira Obregon

Phone: 760-754-5833 Mail Stop: N106 E-Mail: Elvira.Obregon@sdcounty.ca.gov

Volunteer Coordinator: Vicky Magsasay

Phone: 760-740-4135 Mail Stop: N465 E-Mail: Vicky.Magsaysay@sdcounty.ca.gov

10. **DEPARTMENT CERTIFICATION:**



DEPARTMENT HEAD SIGNATURE

Chuck Matthews, Deputy Director
North Coastal & North Inland Regions

7/8/13
DATE